



Guidelines to Obtain Air Transport Providers License - Summary

Air Transport Providers Licence

This licence is issued to a person or an organization in order to carry on the business of air transportation. Business of Air Transportation means making available, as the operator of an aircraft or as principle or agent, accommodation for the carriage of persons or cargo or mail, by aircraft.

Who should obtain this licence?

This is a legal document the Authority issues in terms of the Air Navigation (Special Provisions) Act No. 55 of 1992 by the Director General of Civil Aviation to a prospective applicant for carrying on the business of air transportation in Sri Lanka.

Any person(s), Partnership or company(ies) who/which intend to carry on the business of air transportation must obtain this License.

Categorization of Licences

Basically there are two categories of licence viz. Group A and Group B depending on the Paid Up Capital/Share Capital/Capital Contribution of the Institution.

Group 'A' Licence

- (A). A company registered under the Companies Act No. 07 of 2007, having a paid up capital of Rs. 500,000/- or higher
- (B). A Partnership registered under the Business Names Ordinance (Chapter 149), having a capital contribution of Rs. 500,000/- or higher.
- (C). Sole proprietor, registered under the Business Names Ordinance having a paid up capital of Rs. 500,000/- or higher.
- (D). An Airline that holds a valid **Foreign Air Operator Certificate (FAOC)**,
will be entitled to apply for a Group 'A' license.

Group 'B' Licence

- (A). A Company registered under the Companies Act No. 07 of 2007, having a paid up capital of not less than Rs. 250,000/-
- (B). Partnerships registered under the Business Names Ordinance (Chapter 149) having a capital contribution of not less than Rs. 250,000/-
- (c). Sole proprietor registered under the Business Names Ordinance having a capital contribution of not less than Rs250, 000/-

will be entitled to apply for a Group 'B' license

Summary - Documents to be submitted

1. A letter of appointment from an Airline or an appointed agent of an Airline (General Sales Agent) that the agency has appointed as an agent or engaged in selling of airline tickets pertaining to that Airline.



2. Qualifications of the staff -There must be at least two, preferably IATA/UFTA qualified members in the staff with in the agency.
3. Agency should have enough office space to continue the business.
4. Documents to prove that the agency has enough capital to continue the business.
5. Certification letter that the agency agreed to inform all the changes within the organization in future to DGCA.
6. Business registration certificate.
7. Financial statements for last three years.
8. A Bank Guarantee.
(Group 'A' – Rs.500,000/- Group 'B' –Rs. 250,000/-)

An evaluation meeting will be held for applicants prior to issuing the Air Transport Providers Licence.

For further information PI contact

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